

HULMEVILLE BOROUGH COUNCIL
Meeting Minutes
January 6, 2020

The regular monthly meeting of the Hulmeville Borough Council was held on the above date at the Borough Hall, 321 Main Street.

Councilmembers Present

Thomas Wheeler, President
Dan Mandolesi, Vice President
Mayor Debbie Mahon
Doug Harris
Nick Lodise
Judy Coleman
Doug Edge
Nicholas Toth
Stanley Omietanski IV, Jr. Council
Sarah Omietanski, Jr. Council

Staff in Attendance

Solicitor Robert DeBias
Chief John Baran
Water & Sewer President Kurt Ludwig
Treasurer Diane McKairnes
Secretary Dorothy Omietanski
Fire Marshall William Wheeler

Councilmembers Absent: none

Councilmembers Late to Arrive: none

Staff Absent: none

Guests in Attendance: Michelle Mandolesi, Raymond Johnson, Mike Wasson, Sheri Wheeler, Ron Robbins and Marce Heald

Call to Order: Mayor Mahon called the organizational meeting to order at 7:35pm; all those present joined in the Pledge of Allegiance.

Swear in Elected Councilmembers: Mayor Mahon swore in Dan Mandolesi, Doug Harris and Nickolas Toth as elected council members.

Reorganization of Council:

- **Motion made by Mr. Mandolesi seconded by Mr. Harris to nominate Mr. Wheeler to position of council president; Motion passed with all in favor 7-0-0.**
- **Motion made by Mr. Wheeler seconded by Mr. Harris to nominate Mr. Mandolesi to position of council vice president; Motion passed with all in favor 7-0-0.**

Mayor Turned the Meeting Over to President:

Minutes:

Motion made by Mr. Mandolesi seconded by Mr. Lodise to approve the minutes of December 2 & 17, 2019; Motion passed with all in favor 7-0-0.

Review of Positions and Reappointments:

The following positions are reappointed:

1. Solicitor – Robert DeBias
2. Secretary – Dorothy Omietanski
3. Treasurer – Diane McKairnes
4. W&S Clerk – Patricia Slater
5. Zoning Officer – Tom Wheeler, temporary
6. Borough Fire Marshal – William Wheeler
7. Borough EMC – William Wheeler
8. Borough Engineer – Gilmore and Assoc
9. Building Inspector – Building Inspector Underwriters
10. Paper of Record – Bucks County Courier Times
11. W&S Engineer – Carroll Engineering
12. Police Chief – John Baran
13. Meter Reader – Sheri Wheeler
14. Chair of Vacancy Board – Dave Harris Sr.
15. President Pro-tem – Nick Lodise

Motion made by Mr. Mandolesi seconded by Mr. Harris to accept the slate for 2020; Motion passed with all in favor 7-0-0.

The following committees are reappointed:

1. Water Authority – Mike Wasson – 2024

Motion made by Mr. Mandolesi seconded by Mr. Lodise to appoint Mike Wasson to a 5-year term for Water Authority; Motion passed with all in favor 7-0-0.

2. Zoning Hearing Board – Dan Ferry - 2022

Motion made by Mr. Lodise seconded by Mr. Mandolesi to appoint Dan Ferry to a 3-year term for Zoning Hearing Board; Motion passed with all in favor 7-0-0.

3. Planning Commission – John Cost - 2023

Motion made by Mr. Lodise seconded by Mr. Mandolesi to appoint John Cost to a 4-year term for Planning Commission; Motion passed with all in favor 7-0-0.

4. Planning Commission – Bill Wheeler -2023

Motion made by Mr. Mandolesi seconded by Mr. Lodise to appoint Bill Wheeler to a 4-year term for Planning Commission; Motion passed with all in favor 7-0-0.

5. HARB – Mary Johnson - 2022
6. HARB – Nicole McKairnes – 2022

Motion made by Mr. Mandolesi seconded by Mr. Lodise to appoint Mary Johnson to a 3-year term for HARB and Nicole McKairnes to a 3-year term for HARB; Motion passed with all in favor 7-0-0.

7. Recreation Board – Mary Johnson – 2024

Motion made by Mr. Lodise seconded by Mr. Mandolesi to appoint Mary Johnson to a 5-year term for Recreation Board; Motion passed with all in favor 7-0-0.

8. Storm Water Management – Debbie Mahon – 2022

Motion made by Mr. Mandolesi seconded by Mr. Lodise to appoint Debbie Mahon to a 3-year term for Storm Water Management; Motion passed with all in favor 7-0-0.

Mayor Mahon thanked Ms. Mandolesi for her notary work at the meeting tonight.

Mr. Wheeler confirmed that all council committee assignments will remain the same. Mr. Toth was given Ms. Menta's assignments.

Public Comment:

- Flood Zone Inspections – Mr. Johnson inquired about the property inspections along the Neshaminy Creek. Mayor Mahon confirmed that all property inspections have been completed with the exception of a few. Letters will be going out in February regarding those who are not in compliance. The mayor completed roughly 51 out of 54 property inspections.
- Homeless Issue – Mr. Robbins stated that there is a tent along with a whole lot of items along Main Street that will wash away if there is a major flood event. Chief Baron confirmed that the police are aware of the issue. The person is tented on county property. The county has notified the person and given them a deadline to remove all items. The county is scheduled next week to remove all items from the property. There is another tent further down on Middletown Township property that is assumed to belong to the same person.

Police Report:

- Mayor Mahon read the report for the month of December 2019: 13 incident reports, 1 accident reports, 5 assists, 1 EMS call, 0 summary citations, 26 traffic citations, 2 criminal arrests, 2 parking, 12 hours district court and 0-hour county court or total hours worked: 196, Total Salary \$4,786.00.
- ATT – Mayor Mahon received a letter stating that a bundle package is no longer available, which the Mayor does not believe we were receiving anyway. Mayor Mahon will call them to follow up. She also asked Ms. McKairnes to copy Chief Baran on the complete bill.
- Hand Guns – The hand guns are in and the police will be qualified on them soon.
- Drug Take Back Day – Another drug take back day has been scheduled for April 25th. The program is completely county funded.

- Fireworks – Fireworks was a really big problem on New Years Eve. Someone was shooting off major fireworks on the hill behind the firehouse. Council all agrees there needs to be police patrolling on July 4th.
- Curfew - Ms. McKairnes inquired as to what the curfew times are in the Borough. There were three youths in front of her home at 4am. Mr. DeBias confirmed that there is a curfew from 10pm to 6am under the Hulmeville Borough Code. Violators can receive up to \$600 fine and jail time.

Jr Council Member:

- Question Ms. Sarah Omietanski – What happens when you have to spend a major amount of money on something that is not in the budget? Mr. Wheeler answered that council would either go into reserved funds if available or repurpose funds inside the budget
- Question Mr. Omietanski – What happens if you have six council members present and the vote is a tie? The mayor breaks the tie except if it has to do with money because the mayor doesn't have the authority to spend money.

Water and Sewer:

- Video of Sewer System – The video work is completed and a report should be received to review at the next Authority meeting at the end of the month. The missing manhole was discovered at the bottom of McCarthy. The manhole was 6 inches below grade and covered with dirt.
- Water Shut Off – Mr. Ludwig has a scheduled appointment to meet with Ms. Slater to review all accounts and determine if any need a water shut off notice posted to their home. Currently the Authority is down to 16 accounts with payment plans.
- Woodruffs – The Authority received full payment on one unit on Bellevue Ave.

Borough Property:

- Basement Repairs – Mr. Mandolesi confirmed that the basement repair work started today. They have a crew of 7 so the work should progress quickly.
- Toilets in Apartments – The upstairs apartment damage have been repaired. The only project left is to carpet the meeting room. Mr. Mandolesi recommended council consider using carpet tiles. He will bring samples to the next meeting.
- Parking Lot – The borough has a grant for the parking lot repairs. Mr. Mandolesi needs to collect three quotes for the work.

Lights: no report

Streets:

- Green Street – Mr. Lodise installed a stop sign on Green Street.

Personnel:

- Zoning Officer – Mr. Harris, Mr. Edge and Ms. Coleman interviewed Judy Buchhofer. They will discuss the matter further in an executive session.

Planning:

- 103 Green Street – Jeff King present a sketch plan for 103 Green Street. The plan was denied because he could not do what he proposes in the zoning district he is in so he will redo his plan accordingly.

Finance: no report

Trash:

- Leck – Leck’s first trash collection was this past week and everything went well. Mr. Lodise heard no complaints
- Christmas Tree Collection – Ms. Omietanski distributed an email to council from Leck. They will be collecting Christmas trees January 15th and 22nd which will be recycled as compost.

MS4:

- Newsletter – The winter newsletter was completed and Mayor Mahon is requesting reimbursement of \$278.15 for postage. The paper and ink were donated.
- Annual Training – The annual training of all borough officials and employees will be take place at the February work session.
- Upcoming Events – The Earth Day Event will be held at Core Creek Park on Saturday April 25th and a tree planting event will be held in the borough on Saturday November 14th.

TMDL / BMP's: Permit years 2018-2022 – items that need to be accomplished over the next 5 years. DEP will be conducting their permit inspections in the spring of 2020. Samantha Brinker from Gilmore will keep us informed of that inspection.

- TMDL No1: encouraged riparian forest buffers for all residents along the creek
- TMDL No 2: conduct site inspections to encourage storm water control measures
- TMDL No 3: installation of 2 deciduous trees in open space or within the borough proper
- TMDL No 4: reduce infiltration
- TMDL No 5: modify basins for increased infiltration reduction
- TMDL No 7: encouraged home owners to install rain barrels
- TMDL No 8: additional provisions:
 - Continued with the 4 leaf pick-ups through the fall/winter season
 - Sump Pump inspection enforcement
 - Decide on sediment reduction project
 - Lawn and garden pick up 4/1-12/1 weekly

- PAG 13 General Permit – The permit is still in need of a few more items. Mayor Mahon is working with Ms. Brinker from Gilmore and Assoc to finalize these items.

Floodplain:

- The report for the 2019 property evaluations are finalized.

Storm Water:

- Updated Data Base – Mayor Mahon appreciates any updates and contact information for new residents that have moved into our town in that storm water affects all residents and not just those who live in floodplain.
- Water Issue McCarthy – Mayor Mahon will sit down with Mr. Ludwig and will discuss the findings on the missing sewer cap.

Motion made by Mr. Lodise seconded by Mr. Harris to pay the annual NPDES fee of \$500; motion passed with all in favor 7-0-0.

Solicitor Report:

- RDA Grants – All contracts have been received for the 2020 RDA Grants.

Fire Marshal: no report

Mayor:

- Inverse Paradox – Mayor Mahon reminded all committees to please follow up with Inverse Paradox regarding their needs for record keeping and other needs for the computer program.

Treasurer’s Report: Treasurer’s Report for January 6, 2020 was made available for inspection:

• General Fund Checking Balance as of December 1, 2019:	\$ 248,854.68
Expenses Totaled:	\$ -52,149.01
Income Totaled:	\$ <u>27,737.67</u>
General Fund Checking Balance as December 31, 2019:	\$ 224,443.34
• Sewer Fund Checking Balance as of December 1, 2019:	\$ 34,751.86
Expenses Totaled:	\$ -27,925.34
Income Toted:	\$ <u>11,129.88</u>
Sewer Fund Checking Balance as of December 31, 2019:	\$ 17,956.40
• Sewer Fund PLGIT Balance as of December 1, 2019:	\$ 298,293.62
Interest	\$ 0
Deposit	\$ 735.24
Expense	\$ <u>19,725.88</u>

Sewer Fund PLGIT Balance as of December 31, 2019:	\$ 279,302.98
• Highway Aid PLGIT Balance as of December 1, 2019:	\$ 61,596.89
Interest	\$ 0
Deposit	\$ 159.71
Expenses	<u>\$ -30.47</u>
Highway Aid PLGIT Balance as of December 31, 2019:	\$ 61,726.33
• General Fund PLGIT Balance as of December 1, 2019:	\$ 272,859.76
Interest	\$ 0
Deposits	\$ 102,510.04
Expenses Total:	<u>\$ -28,821.50</u>
General Fund PLGIT Balance as of December 31, 2019:	\$ 346,548.30

Bills: A copy of the bill list dated January 6, 2020 was provided to Council and offered for review by the public. Note four bills were added: Debbie Mahon \$278.15, Leck \$8799.27, DEP \$500 and Waste Automation \$149.75.

• General Fund beginning balance as of December 31, 2019:	\$ 249,719.82
ending balance as of January 15, 2020:	\$ 208,415.62
• Sewer & Water beginning balance as of December 31, 2019:	\$ 35,454.14
ending balance as of January 10, 2020:	\$ 15,047.88

A motion made by Mr. Mandolesi seconded by Mr. Lodise and carried unanimously to approve the bill list dated January 6, 2020; motion carries 7-0-0.

Correspondence: none

New Business:

- Garden Club Meeting – There will be a meeting tomorrow night at Borough Hall at 7pm to discuss the Flower Show and how you can earn free admission into the event.

Old Business:

- Black Property – The Black property has been sold to a Jean Lorenzetti. He purchased all 32 acers of land.

An executive session was called at 9:05pm to discuss a few staffing matters.
Council reconvened at 9:55pm

Motion made by Ms. Coleman seconded by Mr. Mandolesi to hire Judy Buchhofer for the position of Zoning Officer effective immediately; motion passed with all in favor 7-0-0.

Mayor Mahon recommended council increase the police patrol shift from 3 hours to 4 hours

Motion made by Mr. Lodise seconded by Mr. Edge to increase the patrol shift from 3 hours to 4 hours per shift; motion passed with all in favor 7-0-0.

Mayor Mahon recommended that council to pay time and a half to police personnel who work on Memorial Day, July 4th, Labor Day, Thanksgiving, Christmas Eve, Christmas Day, New Year's Eve and New Year's Day

Motion made by Mr. Lodise seconded by Mr. Edge to pay the police staff time and a half if they work on Memorial Day, July 4th, Labor Day, Thanksgiving, Christmas Eve, Christmas Day, New Year's Eve and New Year's Day; motion passed with all in favor 7-0-0.

The meeting was adjourned at 10:00 pm; motion made by Mr. Preston seconded by Mr. Lodise; carried 6-0-0.

Respectfully Submitted

Dorothy Omietanski
Secretary Hulmeville Borough